

***CITY OF MATTOON, ILLINOIS***  
**CITY COUNCIL AGENDA September 7, 2004**  
**CAUCUS 6:30 P.M.**

**6:30 PM Work Study Caucus Session Discussion & Possible Action:**

- **Pending Council Agenda Items**
- **Report on 2004/2005 Budget Revisions**
- **Suggested Revised Employee Performance Appraisal Form**
- **Potential grant to acquire additional recycling roll-off containers**

**Pledge of Allegiance**

**Roll Call**

**Minutes of the Regular Meeting August 17, 2004**

**Reports of Police Department for the month of June and Library for the months of July and August.**

**Bills & Payroll for the last half of August**

**NEW BUSINESS**

**Motion – Adopt Resolution 2004-2559: Acknowledging Mattoon’s Babe Ruth Softball Twelve and Under World Series Champions. (Donnell)**

**Public Presentation: Recognizing and expressing the City Council’s gratitude to Captains**

**Virgil Herschberger and Gerald Nichols, retiring members of the Mattoon Fire Department. (Donnell)**

**Public Presentation: Request to rename South 19<sup>th</sup> Street Veterans Drive from Marshall to Lake**

**Land Blvd. (John Protz, Commander VFW and Lee Oakley, Commander, American Legion).**

- **Proclamation designating September 29<sup>th</sup> VFW Day. (Carter)**

**Public Presentation: Request for an ordinance to establish a Human Relations Commission. (Lee Graham)**

**Motion –Adopt Resolution 2004-2560: Approving an update to the City’s Equal Employment Opportunity Plan. (Carter)**

**Motion –Adopt Special Ordinance 2004-1042: Granting a variance from front yard set back requirements to enable construction of a single-family dwelling unit at 712 Vanlaningham Drive. (R. Bart Owen, Petitioner)**

**Motion –Adopt Ordinance 2004-5189: Updating parking prohibitions in the Mattoon Code of Ordinances. (Hesse)**

**Motion – Adopt Ordinance 2004-5190: Authorizing removal of the traffic signals at Broadway Avenue and 17<sup>th</sup> Street and placement of a stop sign on 17<sup>th</sup> Street as it approaches Broadway Avenue. (Hesse)**

**Motion – Approve Council Decision Request 2004-346: Confirming the appointment of Mary Wetzel to succeed Joe McKenzie as the Mattoon Chamber of Commerce’s representative on the Planning Commission, Tourism and Revolving Loan Fund Advisory Committees. (Carter)**

**Motion –Approve Council Decision Request 2004-347: Approving the promotion of Sgt. Michael Matheny to the rank of Lieutenant in the Police Department effective September 7, 2004 as recommended by the Board of Fire and Police Commissioners. (Hesse)**

**Motion – Approve Council Decision Request 2004-348: Approving the promotion of Police Officer Brian Jacobs to the rank of Sergeant in the Police Department effective September 7, 2004 as recommended by the Board of Fire and Police Commissioners. (Hesse)**

**Motion –Approve Council Decision Request 2004-349: Approving the appointment of Police Officer Jeremy Clark to regular employment status retroactive to August 25, 2004 on successful completion of his one-year probationary period. (Hesse)**

**Motion – Approve Council Decision Request 2004-350: Authorizing the hiring of two replacement police officers (Kasey N. Alexander and Adam L. Jenkins)**

**effective September 7, 2004 as recommended by the Board of Fire and Police Commissioners. (Hesse)**

**Motion – Approve Council Decision Request 2004-351: Reappointing Steve Ferguson & Alice Larrabee to successor terms on the Library Board expiring June 30, 2007. (Carter)**

**Motion – Approve Council Decision Request 2004-352: Designating Thursday, December 23<sup>rd</sup> and Friday December 24<sup>th</sup> as 2004 Christmas Holidays for city employees. (Carter)**

**Motion – Approve Council Decision Request 2004-353: Authorizing a \$130,020.07 contract with Howell Paving, Inc. for the resurfacing of Marshall Avenue from 6<sup>th</sup> Street to 17<sup>th</sup> Street. (Hesse)**

**Motion – Approve Council Decision Request 2004-354: Reporting bids received, authorizing a \$10,000 budget revision and a contract with Trees by Titus for cutting and removing trees from property owned by the municipality. (Hesse)**

**Motion – Approve Council Decision Request 2004-355: Accepting the resignation of Stan Kenton from the Public Works Advisory Board. Stan's resignation will reduce the size of the Public Works Advisory Board to eleven members consistent with the ordinance that established this Board. (Gambill)**

**Motion – Approve Council Decision Request 2004-356: Revising the budget for the Festival Management Fund including a transfer of funds anticipated for the Water Sports Festival to the Fall Festival to enable a \$15,000 procurement with WMCI for fall festival concert related expenses. (Donnell)**

**Motion – Approve Council Decision Request 2004-357: Approving an assignment of Lake Paradise Ground Lease #L7501 from Clyda Schniers to Joseph and Sheri Gilkerson subject to evidence that the septic system is operating properly or has been upgraded according to standards promulgated pursuant to the Illinois Private Sewage Disposal Licensing Act. (Gambill)**

**Motion – Approve Council Decision Request 2004-358: Approving an assignment of Lake Paradise Ground Lease #L7601 from Joseph Sly to Sam Davis subject to evidence that the septic system is operating properly or has been upgraded according to standards promulgated pursuant to the Illinois Private Sewage Disposal Licensing Act. (Gambill)**

**Motion –Approve Council Decision Request 2004-359: Approving an assignment of Lake Paradise Ground Lease #L4001 from Margaret A. Gullett to Donna R. Homann subject to evidence that the septic system is operating properly or has been upgraded according to standards promulgated pursuant to the Illinois Private Sewage Disposal Licensing Act. (Gambill)**

**Motion – Approve Council Decision Request 2004-360: Approving the appointment of Sheryl Homann to the Festival Management Committee to succeed Joel Pitman for a three-year term expiring September 30, 2007. (Donnell)**

**Motion – Approve Council Decision Request 2004-361 Approving the appointment of David Schilling to represent the City Council on the Coles County Regional Planning & Development Commission and on a Steering Committee to formulate a County Comprehensive Plan. (Carter)**

**Motion - Recess to closed session pursuant to the Illinois Open Meetings Act for the purpose of considering the employment, performance or dismissal of employees of the municipality (5 ILCS 120(2)(c)(1), the purchase of real property for the use of the municipality (5 ILCS 120(2)(5), the setting of a price for sale or lease of property owned by the municipality (5 ILCS 120(2)(6), litigation affecting or on behalf of the City of Mattoon (5 ILCS 120/2(c)(11):**

**Review performance appraisal reports for management employees:**

- Ø Steve Camden, Meter Reading & Storage Systems Supervisor (6/1/04)**
- Ø Jim Lang, Chief Water Plant Operator (6/1/04)**

**Reconvene from closed session; consider motions or notice of motions pertaining to topics discussed in closed session.**

**Motion – Adopt Special Ordinance 2004-1043: Establishing a Special Revenue Fund and a budget for the Midtown TIF District. (Schilling)**

**Motion –Adopt Council Decision Request 2004-345: Authorizing contracts for asbestos removal and demolition of the Gowin Restaurant Building at 1700 Broadway Avenue. (Schilling)**

**Adjourn.**